

Elm Creek School Re-Opening Plan



September 2020

As directed by Manitoba Education and Prairie Rose School Division, Elm Creek School would like to advise parents/guardians and students of our plan for the re-opening of our school this fall. Manitoba Education and PRSD have provided guidelines for the return of students and staff to school on September 8, 2020 and this document will share how Elm Creek School plans to re-open by outlining the following:

- The school day structure and the learning plan
- How to ensure public health orders and guidance are followed
- Plan to address the mental health and well-being of students
- Preparation for remote learning
- Continue to communicate to families of our students

School Structure and the Learning Plan for ECS

Alternate Day Schedule School Year Start Up

For the first four days of the 6-day cycle, Tuesday, September 8, 2020, to Friday, September 11, 2020, inclusive, K-12 students will be scheduled for alternate day attendance where a reduced percentage of a school's student population will be scheduled to attend school.

This alternate day attendance schedule will provide school teams with a transition period to educate students with the school's operational procedures that meet the various public health school-based guidelines, provide teachers with an opportunity to begin assessments for recovery learning, and to begin rebuilding the school community that was disrupted in March 2020.

The alternate day attendance schedule will also provide principals and their school teams with the required time to make facility adjustments and the transportation department to identify and address issues that are learned by having students and staff in our buildings and on our buses. This 4-day transition will best prepare students and staff for their full day, every day return to in-school instruction Monday, September 14, 2020.

K-12 students have been scheduled as family units and by surname. Based on that guideline, the PRSD alternate day attendance schedule will be as follows:

- ✓ Tuesday, September 8, 2020 – K-12 Family Units – Surnames A-K
- ✓ Wednesday, September 9, 2020 – K-12 Family Units – Surnames L-Z
- ✓ Thursday, September 10, 2020 – K-12 Family Units – Surnames A-K
- ✓ Friday, September 11, 2020 – K-12 Family Units – Surnames L-Z

If parents/guardians feel the need to adjust their child's/children's day, please contact the school and we will try to accommodate you.

Cohorts

Cohorts involve keeping groups of students (e.g. classes) together and avoiding interactions with other groups. Physical distancing within the cohort is required to the greatest extent possible, including separation between desks. However, it is recognized that strict physical distancing at all times, particularly with young children, is not practical in the school setting. The purpose of cohorts is to limit mixing of students and staff so that if a child or employee develops an infection, there are fewer possible exposures and contact tracing can be more easily done.

Elm Creek School has 5 separate cohorts within our school building. The cohorts are as follows:

- Cohort #1 – Daycare
- Cohort #2 – K – Gr. 3
- Cohort #3 – Gr. 5 & 6
- Cohort #4 – Gr. 4, 7 & 8
- Cohort #5 – Gr. 9, 10, 11 & 12

All students and staff are expected to stay within their designated cohort area. Cohorts will be kept separate from other cohorts as much as possible and in situations when staff must go between the cohort areas, the necessary precautions laid out by PRSD and MB Health will need to be taken. Each cohort will have separate entry and exits to and from the school building, separate washrooms where possible and separate break/recess time areas on the school yard. The chart below indicates the grade, classroom and entry/exit doors. (see color coded map)

Grade	Cohort	Classroom	Entry/Exit Doors
K	#2	Regular K classroom	West side doors
1	#2	Regular Gr. 1 Classroom & Rm #23 (previous Gr. 3 room)	West side doors
2	#2	Regular Gr. 2 Room	West side doors
3	#2	Library	West side doors
4	#4	Music Room	Main Front doors
5	#3	Regular Gr. 5 classroom	South doors
6	#3	Regular Gr. 6 classroom & Rm #28 (previous Gr. 4 room)	South doors
7	#4	Regular Gr. 7 classroom	Main Front doors
8	#4	Rm. #14 (previous Gr. 10 homeroom) & Rm. #35 (previous STRIVE room)	Main Front doors
9	#5	Gym	East Front doors
10	#5	Rm #13 (previous Gr. 8 homeroom)	East Front doors
11	#5	Science Lab	East Front doors
12	#5	Rm #12 (previous Gr. 9 homeroom)	East Front doors

NOTE – In response to our Covid-19 Re-opening planning, additional professional and support staff in our Kindergarten to Grade 6 classrooms have been added as of the Monday, August 31 PRSD board meeting. This additional staff will be in place over the next several weeks.

Transportation of Students

Elm Creek School is encouraging parents and guardians to transport students to and from school where possible. Bus transportation will be available for families unable to transport students. All K-Gr. 12 bus riders are required to wear masks when riding school buses both to and from school. School staff will be available to welcome students into the building at 8:40 am at cohort entrances. Entry to the school may be staggered to accommodate social distancing. We ask that town students, as well as student driven to school, not arrive until 8:50 am to accommodate busing students to enter the school building first. At day's end, town and driven students will be dismissed at 3:50 pm. Sanitizing hands of all students and staff will take place before proceeding to their classroom. Students will be dismissed at the end of the day at 3:40 pm. Classes may have staggered dismissals to accommodate social distancing.

Public Health Orders and Guidance

To ensure public health orders and guidance are adhered to, please note the following:

- Students and staff are not to enter the school if they:
 - Are experiencing symptoms suggestive of COVID-19;
 - Have travelled outside Manitoba in the previous 14 days (outside of areas excluded by public health order, which currently exclude locations in Western Canada, the territories, and Ontario west of Terrace Bay);
 - Are a close contact of a confirmed case of COVID-19 and;
 - Are awaiting a COVID-19 test result (excluding persons as part of voluntary asymptomatic surveillance for COVID-19, as they do not have to isolate).
 - NOTE: A chronic stable cough, sneeze, runny nose, or nasal congestion that is unchanged and clearly linked to a known medical condition such as asthma or allergies is not an absolute requirement for exclusion.
- School staff will exercise judgement based on the symptoms when working with students, but when in doubt, ECS staff will err on the side of caution by moving the student to the designated isolation center. Parents/guardians will be contacted as per school procedure.
- In order to ensure physical distancing of 2 meters, as much as possible for each grade, class sizes will be separated and/or relocated into learning spaces that will meet social distancing requirements.
- Sanitize stations will be set up in all classrooms and learning spaces.
- Masks will be required at school for staff and students in Grade 4-12 at all times when social distancing is not possible.

- Student's personal and school supplies will be kept in separate areas or containers for their individual use only. No lockers will be open for student use.
- The canteen will be closed until further notice.
- Microwave ovens and water fountains are closed until further notice. Students are advised to bring their own water bottles. Water bottle filling stations will be open under staff supervision.
- Recess, break and lunch times will be set for alternate times for the different grades.
- Elm Creek School will be closed to all staff and students at 6:00 pm each day for cleaning and sanitization.
- No parents, guardians or visitors will be permitted into the school building unless an appointment has been made prior to them coming in.

Student Mental Health and Well-Being

As we navigate our way through these unprecedented times, we will do our best to support our students and staff with their mental health and well-being. Plans to support our students will be done in the following ways:

- Outdoor recess time will be encouraged for all students.
- Project 11, and other programs relating to student's mental health and well-being, will be delivered to students.
- Classroom teachers will collaborate with the guidance counsellor and the social worker when a student exhibits signs of anxiety, stress, etc.

Preparing for Remote Learning

In the occurrence that Manitoba Education and PRSD request that Elm Creek School change to Level 2: Blended Learning (in class and remote) or Level 3: Remote Learning (with exceptions), the following preparations for such situations will take place:

- Technology training for all students in September will include: Google Meet, Google Doc, Google Classroom, Seesaw and keyboarding skills.

Continued Communication to Families

Elm Creek School recognizes that communication with our parents is the key to a successful re-opening and learning process. We will continue to use the following means of communication to be in touch with our families:

- Email
- School messenger

- School website
- Community website
- Classroom's communication modes such as SeeSaw, Google Meet, Dojo, phone calls, etc.
- Instagram

Closing Comments

The Elm Creek School staff team, with the support of the Prairie Rose School Division and our school community, are dedicated to making our school as safe and positive a learning environment as possible for all of our students. Everyone's anticipated cooperation and support during these unprecedented times is appreciated. We will overcome these challenging times and be a stronger and more resilient community because of it.

"Opportunities to find deeper powers within ourselves come when life seems most challenging."

Joseph Campbell, author